

Idaho State Historical Society

Analyst: Randolph

Historical Summary

OPERATING BUDGET	FY 2019 Total App	FY 2019 Actual	FY 2020 Approp	FY 2021 Request	FY 2021 Gov Rec
BY FUND CATEGORY					
General	4,042,400	4,023,500	4,084,400	4,000,300	3,863,300
Dedicated	3,410,900	2,350,700	1,926,700	3,143,000	3,114,400
Federal	1,580,900	859,000	1,606,100	1,455,200	1,436,000
Total:	9,034,200	7,233,200	7,617,200	8,598,500	8,413,700
Percent Change:		(19.9%)	5.3%	12.9%	10.5%
BY OBJECT OF EXPENDITURE					
Personnel Costs	4,064,000	3,153,400	4,276,800	4,429,300	4,275,400
Operating Expenditures	4,557,700	3,319,900	3,105,300	3,958,500	3,928,200
Capital Outlay	250,900	601,200	73,500	49,100	49,100
Trustee/Benefit	161,600	158,700	161,600	161,600	161,000
Total:	9,034,200	7,233,200	7,617,200	8,598,500	8,413,700
Full-Time Positions (FTP)	55.00	55.00	57.00	57.00	57.00

Division Description

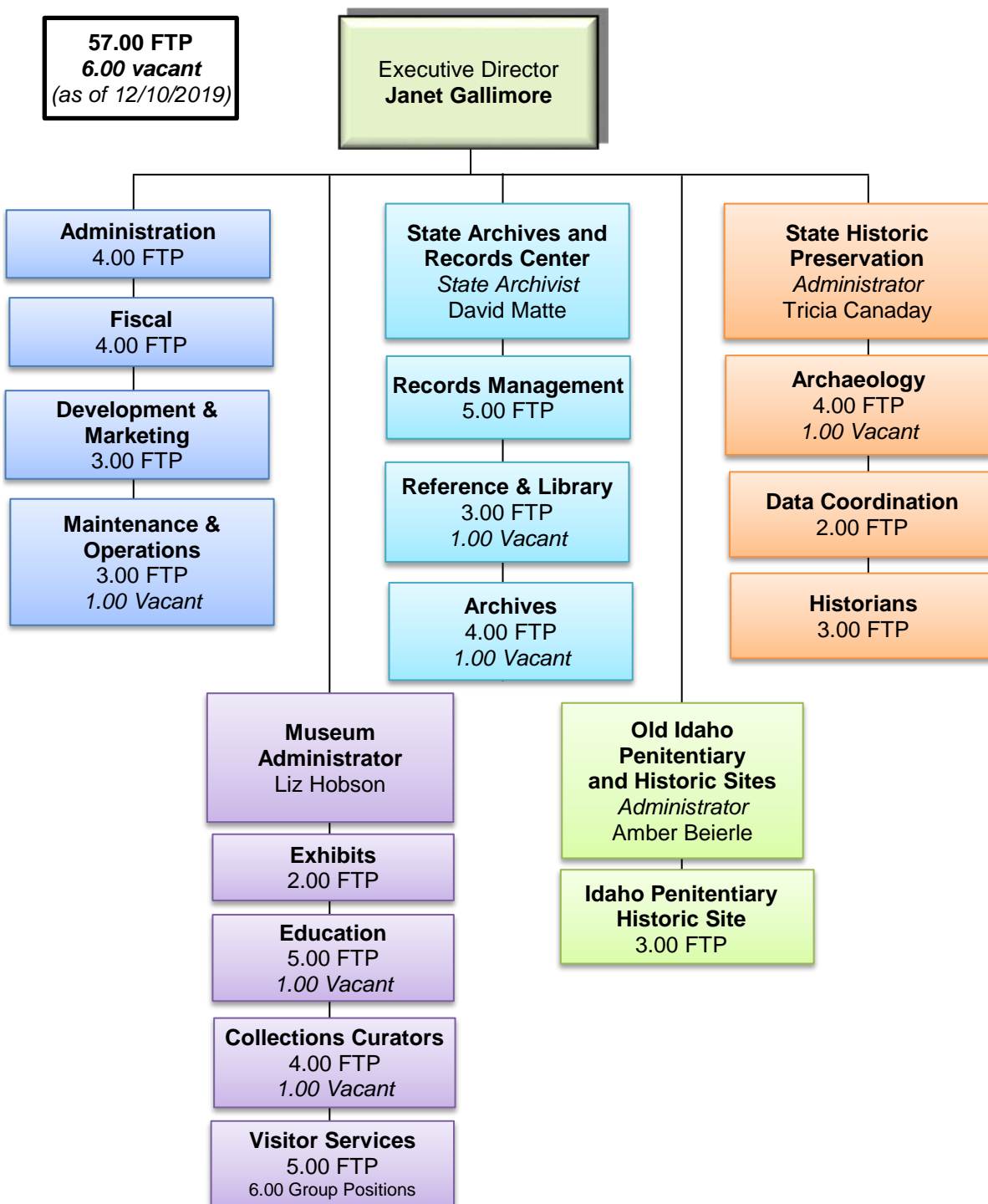
The Idaho State Historical Society is a system of cultural and historic resources composed of the Idaho State Museum, Idaho State Archives, State Historic Preservation Office, and Historic Sites Program. The agency was established by statute in 1907 and is organized within the Department of Self-Governing Agencies. The agency's core functions, as stated by Chapter 41, Title 67, Idaho Code, are that the agency's trustees shall:

- 1) Identify, preserve, and protect sites, monuments, and points of interest in Idaho of historic merit (Section 67-4114, Idaho Code);
- 2) Protect archaeological and vertebrate paleontological sites and resources on public land (Section 67-4119, Idaho Code);
- 3) Govern the agency and administer the powers and duties required to preserve and protect any historical record of the history and culture of Idaho (Section 67-4123, Idaho Code);
- 4) Encourage and promote interest in the state of Idaho and collect, preserve, and exhibit artifacts/information illustrative of Idaho history, culture, and society (Section 67-4126, Idaho Code);
- 5) Facilitate the use of records for official reference and historical research (Section 67-4126(6), Idaho Code);
- 6) Be responsible for records management services for state government and accept archival material from local governments (Section 67-4126(7), Idaho Code);
- 7) Serve as the Geographic Names Board of the state (Section 67-4126(15), Idaho Code);
- 8) Carry out the preservation and protection of the state's historic, archeological, architectural, and cultural heritage resources (Chapter 46, Title 67, Idaho Code);
- 9) Provide for the creation of an Idaho Archeological Survey (Section 33-3901, Idaho Code);
- 10) Be responsible for consolation, determination of appropriate actions, and providing for reinternment of human remains that have been disturbed (Chapter 5, Title 27, Idaho Code); and
- 11) Administer the National Historic Preservation Act that assigns responsibility to the state historic preservation officer for administration of the national historic preservation program at the state level (54 U.S.C. 300101).

Idaho State Historical Society

Organizational Chart

Analyst: Randolph



Performance Measure Report: <https://dfm.idaho.gov/publications/bb/perfreport/>

Audit Findings (4): <https://legislature.idaho.gov/wp-content/uploads/audit/audit-reports/Agency/2017/Historical%20Society%20Idaho%20State.15-16-17.pdf>

Part I – Agency Profile

Agency Overview

Our mission is to preserve and promote Idaho history, which is authorized through 74 state statutory mandates and the National Historic Preservation Act.

21 states, including Idaho, deploy the structural model where the State Historical Society, an executive branch Agency, administers the Core Programs of State Archives and State Records Center, State Museum, State Historic Preservation Office, and State Historic Sites. This consolidated structure advances expertise sharing, leveraging of fiscal and human resources, cross marketing, and comprehensive fundraising, resulting in a highly efficient organization.

The Idaho State Historical Society (ISHS) creates value by stewarding irreplaceable state-owned collections, providing information and understanding about Idaho history, stipulating local voice to federal decision making with regard to Idaho's cultural and archaeological resources, supporting Idaho's educational and curriculum needs through informal and applied learning opportunities, serving as the official repository for the state's permanent government records, and providing records management services to over 30 state agencies.

Mission Statement:

Idaho State Historical Society preserves and promotes Idaho history.

Vision:

Our vision is to make history essential and accessible through dynamic and gratifying services that inspire, enrich and engage all Idahoans.

Values:

Customer Service

- ISHS is responsive to the needs of its customers
- ISHS advances the Agency through innovation
- ISHS is seen as a trustworthy resource
- ISHS owns customer requests
- ISHS exceeds expectations

Stewardship

- ISHS collects, preserves, and provides access to State-owned archaeological and historical artifacts, sites, and archival materials
- ISHS represents a statewide and national perspective and collects materials to represent all Idahoans

Education

- ISHS teaches and promotes essential historical literacy and the historical thinking process through its public programs
- ISHS develops programs based on customer needs with focused outcomes

Professionalism

- ISHS is committed to making history an essential resource for the people of Idaho through both traditional and innovative services that respond to social needs
- ISHS is committed to team unity and mutual respect among its staff, board, partners, and volunteers
- We demonstrate genuine passion for work through enthusiasm and excellence through accordance with professional standards

Advancing the State

The Agency aligns its services with identified state needs, including Governor Little's vision to "make Idaho the place where our children and grandchildren choose to stay, and for the ones who have left to choose to return."

Core Functions/Idaho Code

Idaho Code, Title 67, Chapter 26, states that the Idaho State Historical Society is within the Department of Self-governing Agencies (67-2601).

Idaho Code 67-41 states that the agency's trustees shall:

- Identify, preserve, and protect sites, monuments, and points of interest in Idaho of historic merit (67-4114)
- Protect archaeological and vertebrate paleontological sites and resources on public land (67-4119)
- Govern the agency and administer the powers and duties required to preserve and protect any historical record of the history and culture of Idaho" (67-4123)
 - Senate Bill 1011 (2009), passed by the Senate and House and signed into law by the governor April 14, 2009, defines "historical record" as "any record, artifact, object, historical or archaeological site or structure, document, evidence, or public or private writing pursuant to the provisions of title 9, Idaho Code, relevant to the history of the state of Idaho"
- Encourage and promote interest in the history of Idaho (67-4126 [2])
- Collect, preserve, and exhibit artifacts and information illustrative of Idaho history, culture, and society (67-4126 [3])
- Facilitate the use of Idaho records for official reference and historical research (67-4126 [6])
- Be responsible for records management services for state government (67-4126 [7])
- Accept archival material from governments (67-4126 [8])
- Identify historic, architectural, archaeological, and cultural sites, buildings, or districts, and coordinate activities of local historic preservation commissions (67-4126 [14])
- Serve as the Geographic Names Board of the state (67-4126 [15])

Idaho Code 67-46 gives authority to the agency to carry out the preservation and protection of the state's historic, archaeological, architectural, and cultural heritage resources.

Idaho Code 33-39 provides for the creation of an Idaho Archaeological Survey and designates the State Archaeologist as director.

Idaho Code 27-501 assigns responsibilities to the agency for consultation, determination of appropriate actions, and provision for re-interment of human remains that have been disturbed.

National Historic Preservation Act of 1966, as amended, assigns responsibility to the state historic preservation officer for administration of the National Historic Preservation Program at the state level.

Revenue and Expenditures

Revenue	FY 2016	FY 2017	FY 2018	FY 2019
General Fund	\$2,775,900	\$2,676,800	\$3,862,600	\$4,023,600
Economic Recovery Fund OT	0	\$246,100	0	\$127,000
Federal Grant	\$863,300	\$1,196,800	\$1,183,700	\$1,015,800
Miscellaneous Revenue	\$714,500	\$794,800	\$3,024,500	\$1,755,800
Capitol Commission Operating	\$104,300	\$118,200	\$118,100	\$122,500
Records Center	\$244,500	\$243,900	\$279,900	\$270,700
Economic Recovery Fund	0	\$1,825,700	\$2,174,300	0
MUS (Budget Unit EDMD)				
Total	\$4,702,500	\$7,102,300	\$10,643,100	\$7,315,400
Expenditures	FY 2016	FY 2017	FY 2018	FY 2019
Personnel Costs	\$2,737,600	\$3,119,300	\$3,103,600	\$3,153,400
Operating Expenditures	\$1,467,900	\$3,489,600	\$6,663,200	\$3,395,800
Capital Outlay	\$132,100	\$259,800	\$306,500	\$612,800
Trustee/Benefit Payments	\$128,300	\$79,600	\$165,100	\$160,300
Total	\$4,465,900	\$6,948,300	\$10,238,400	\$7,322,300

Profile of Cases Managed and/or Key Services Provided

Cases Managed and/or Key Services Provided	FY 2016	FY 2017	FY 2018	FY 2019
Number of public inquiries: research requests served by Idaho State Archives	^6,111	5,993	6,246	5,287
Number of public inquiries: research requests served by Idaho State Records Center	4,988	4,233	5,808	4,197
Number of visitors to the Lincoln Legacy exhibition	1,779	1,697	1,471	847
Number of paying visitors to the State Museum**	N/A	N/A	N/A	37,761
Number of unpaying visitors to Temporary Museum site-closed 7/2018		1,535	1,550	N/A
Number of students (K-12) served by educational programs at the State Museum** (number reflects all programs- educational workshops, summer groups, summer camps, homeschool day)	1,125 Outreach only	4,394 Outreach only	4,122 Outreach only	7,816
Number of students participating in Idaho History Day statewide program	1,400	1,500	1,500	2,931
Sponsored Programming: State Museum** (First Thursdays, Movies at the Museum, Summertime Stories, Presentations)	4,315	2,100	N/A	2,933
Number of paying visitors to the Old Pen Site	56,883	59,288	64,169	64,269
Sponsored Programming: Old Pen, National Museum Day counted, Ray Knight Scholarship Program aided 14 schools from 8 Idaho counties, and 1,100 students in funding their visit the Old Pen	7,080	7,971	6,699	8,554
SHPO federal project reviews	1,092	1,207	1,376	1,244
SHPO record searches completed	420	444	505	449
SHPO sponsored programming: Archeology Month (est.)	2,220	2,050	2330	N/A
Visitation at Franklin, Pierce, and Stricker Sites (est.)	4,727	8,584	8,026	7,970

** Denotes museum reopened October 2018 – number reflects 8 months of operation

* Denotes new method of tracking

Denotes new entry to report

^ FY 2014-2015 Approximately 30 requests per day for active county district court records. Beginning FY 2016 active county district court records were returned to counties

Red Tape Reduction Act

Each agency shall incorporate into its strategic plan a summary of how it will implement the Red Tape Reduction Act, including any associated goals, objectives, tasks, or performance targets. This information may be included as an addendum.

	As of July 1, 2019
Number of Chapters	N/A
Number of Words	N/A
Number of Restrictions	N/A

Part II – Performance Measures

Performance Measure		FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
Organizational development and infrastructure: Foster a sustainable high-performance work culture						
<i>Optimize agency information technology systems and processes</i>						
1. Number of daily page views on the website *Reflects 9 months New site was in development & Reference Series not available due to rebranding **Reflects Social Media Instagram & Facebook	actual	2,281	2,458	2,460	1,384* Website 27,597** Social Media	-----
	target	Maintain/exceed previous fiscal year	Create implement new website & social media plan Increase daily views by 10% (228)	Create implement new website & social media plan Increase daily views by 10% (245)	Increase unique visitors to website by 25% (615) Grow social media base to 20,000 followers (currently at 17,000)	Increase total daily pageviews by 30% (currently 1,384) Increase total social media base to 30,000 (currently at 27,597)
Education and Customer Service: Create value through responsive statewide mandated history services						
<i>Transition into museum operations</i>						
2. Number of paying visitors to Idaho State Museum (ISM-reflects 8 months of operation) and Old Penitentiary	actual	56,883	59,288	64,169	ISM 37,761 Old Pen 64,269	-----
	target	Maintain/exceed previous fiscal year	Provide and enhance public access to Agency Historic Sites Increase visitor count by 1% (570)	Provide and enhance public access to Agency Historic Sites Increase visitor count by 1% (592)	Provide and enhance public access to Agency Historic Sites Increase visitor count by 1% (640) & Build museum attendance 100,000 FY2019	Provide and enhance public access to Agency Historic Sites Increase visitor count by 1% (750) & Increase museum attendance by 10% (110,000) FY2020
Efficiently and effectively implement national policy at the state level through the required programs of the National Historic Preservation Act						
<i>Provide Idaho voice to federal decision making through required Section 106 review of federal projects</i>						
3. Number of federal projects reviewed for compliance with Section 106 and done within 30-day deadline	actual	1,049	1,143	1,295	1,181	-----
	target	96.1% compliance with federal law Total reviews 1092	94.7% compliance with federal law Total reviews 1207	94.1% compliance with federal law Total reviews 1376	94.8% compliance with federal law Total review 1244	
Increase amount of collections, records and information of the Idaho State Archive collections						
<i>Provide accessibility to collections, records and information through State Archives</i>						
4. Cubic feet of material added to the State Archives	actual	676	2,150	1,354	772	-----
	target	In accordance Idaho State Archives program standards	In accordance Idaho State Archives program standards	In accordance Idaho State Archives program standards	In accordance Idaho State Archives program standards	
Serve State Agency Records Management needs through State Records Center Services						
<i>Provide records management and best practices and procedures for State Agencies</i>						
5. Cubic feet of material added to the State Records Center	actual	2,461	1,596	1,680	1,353	-----
	target	In accordance Idaho State Archives program standards	In accordance Idaho State Archives program standards	In accordance Idaho State Archives program standards	In accordance Idaho State Archives program standards	

Performance Measure		FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
Efficiently and effectively implement national policy at the state level through the required programs of the National Historic Preservation Act						
Steward state-owned historic assets and statewide historic and cultural resources						
6. Idaho Historical and Archaeological Sites added to the Sites Inventory	actual	1,412 (762) Archeological sites (650) Historic or architectural sites	1,870 (1094) Archaeological sites (776) Historic or architectural sites	1657 (998) Archaeological sites (659) Historic or architectural sites	1301 (786) Archaeological sites (515) Historic or architectural sites	-----
	target	In accordance with records retention program standards	In accordance with records retention program standards	In accordance with records retention program standards	In accordance with records retention program standards	
7. Idaho Historical and Archaeological Sites updated in the Sites Inventory	actual	759 (538) Archeological sites (221) Historic or architectural sites	827 (771) Archaeological sites (56) Historic or architectural sites	1708 (1029) Archaeological sites (679) Historic or architectural sites	891 (534) Archaeological sites (357) Historic or architectural sites	-----
	target	In accordance with records retention program standards	In accordance with records retention program standards	In accordance with records retention program standards	In accordance with records retention program standards	

Performance Measure		FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
Enhance impact of Agency re-granting programs, including Community Enhancement Grants, Certified Local Government Grants, State Historic Records Advisory Board Grants, and Governor's Lewis and Clark Committee Grants						
<i>Steward state-owned historic assets and statewide historic and cultural resources</i>						
8. Funds invested in preservation programs by local jurisdictions through agency re-granting programs, including Certified Local Governments (CLG); Lewis and Clark; State Historic Records Advisory Board (SHRAB); and Community Enhancement Grant Programs	actual	\$126,567	\$140,963	\$161,531	\$157,600	-----
	target	<i>As required by law or program policy</i>	<i>As required by law or program policy</i>	<i>As required by law or program policy</i>	<i>As required by law or program policy</i>	

For More Information Contact

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Idaho Legislative Services Office
Legislative Audits Division

IDAHO STATE HISTORICAL SOCIETY

April Renfro, Manager

SUMMARY

PURPOSE OF MANAGEMENT REVIEW

We conducted a management review of the Idaho State Historical Society (ISHS) covering the fiscal years ended 2015, 2016, and 2017. Our review covered general administrative procedures and accounting controls to determine that activities are properly recorded and reported.

The intent of this review was not to express an opinion but to provide general assurance on internal controls and to raise the awareness of management and others of any conditions and control weaknesses that may exist and offer recommendations for improvement.

CONCLUSION

We identified deficiencies in the general administrative and accounting controls of the ISHS.

FINDINGS AND RECOMMENDATIONS

There are four findings and recommendations in this report.

Finding 1 – Internal control weaknesses exist in federal grant accounting and program compliance.

Finding 2 – The ISHS has a growing cash balance in the Federal Fund 0348.

Finding 3 – Financial reporting processes contain deficiencies in internal control allowing errors in the Miscellaneous and Schedule of Expenditures of Federal Awards (SEFA) closing packages to go undetected.

Finding 4 – ISHS employees accepted gifts from the Foundation for Idaho History in excess of \$50 per person, in conflict with Idaho statute.

The complete findings are detailed on pages 1 through 4 of this report.

PRIOR FINDINGS AND RECOMMENDATIONS

There were no findings and recommendations in the prior report.

AGENCY RESPONSE

The ISHS has reviewed the report and is in general agreement with the contents.

FINANCIAL INFORMATION

The following fiscal year 2017 financial data is for informational purposes only.

Fund No.	Fund Title	Beginning			Ending
		Appropriation/ Cash Balance	Receipts/ Transfers-In	Disbursements/ Transfers-Out	Appropriation/ Cash Balance
0001	General Fund*	\$2,776,800		\$2,647,488	\$129,312
0150	Economic Recover Reserve		\$4,246,100	2,060,249	2,185,851
0348	Federal Fund	242,174	1,190,686	1,082,458	350,402
0349	Miscellaneous Revenue	2,090,727	\$821,910	776,049	2,136,588
0450	Records Mangement Service	22,832	\$240,970	227,086	36,716
0481	Capital Commission Operating	16,304	\$122,812	121,475	17,641
	Total	\$5,148,837	\$6,622,478	\$6,914,805	\$4,856,510

* At year-end, \$29,296 was encumbered and \$100,016 was reverted.

OTHER INFORMATION

We discussed other issues which, if addressed, would improve internal control, compliance, and efficiency.

This report is intended solely for the information and use of the State of Idaho and the Idaho State Historical Society and is not intended to be used by anyone other than these specified parties.

A copy of this report and prior reports are available at <https://legislature.idaho.gov/iso/audit/management-followup/> or by calling 208-334-4832.

We appreciate the cooperation and assistance given to us by the Executive Director, Janet Gallimore, and her staff.

ASSIGNED STAFF

Amy Brown, CPA, Managing Auditor
Kellie Bergey, CPA, In-Charge Auditor
Carolyn Hughes, Staff Auditor
Michael Phelan, Staff Auditor
Heidi Carey, CPA, Staff Auditor

Historical Society

Analyst: Randolph

FY 2019 Actual Expenditures by Division by Program

			FTP	PC	OE	CO	T/B	LS	Total
0.30	FY 2019 Original Appropriation								
	0001-00	Gen	30.80	2,233,800	1,653,100	123,900	31,600	0	4,042,400
	0150-01	Ded	0.00	0	0	127,000	0	0	127,000
	0349-00	Ded	9.40	630,700	724,200	0	0	0	1,354,900
	0450-75	Ded	3.00	156,100	150,400	0	0	0	306,500
	0481-09	Ded	1.00	69,000	53,500	0	0	0	122,500
	0348-00	Fed	10.80	974,400	476,500	0	130,000	0	1,580,900
	Totals:		55.00	4,064,000	3,057,700	250,900	161,600	0	7,534,200
0.43	Idaho State Museum								
	0349-00	Ded	0.00	0	1,500,000	0	0	0	1,500,000
	Totals:		0.00	0	1,500,000	0	0	0	1,500,000
1.00	FY 2019 Total Appropriation								
	0001-00	Gen	30.80	2,233,800	1,653,100	123,900	31,600	0	4,042,400
	0150-01	Ded	0.00	0	0	127,000	0	0	127,000
	0349-00	Ded	9.40	630,700	2,224,200	0	0	0	2,854,900
	0450-75	Ded	3.00	156,100	150,400	0	0	0	306,500
	0481-09	Ded	1.00	69,000	53,500	0	0	0	122,500
	0348-00	Fed	10.80	974,400	476,500	0	130,000	0	1,580,900
	Totals:		55.00	4,064,000	4,557,700	250,900	161,600	0	9,034,200
1.21	Net Object Transfer								
	0001-00	Gen	0.00	(16,000)	(339,000)	355,000	0	0	0
	0349-00	Ded	0.00	0	(52,800)	7,200	45,600	0	0
	0481-09	Ded	0.00	0	(5,100)	5,100	0	0	0
	0348-00	Fed	0.00	0	(1,600)	1,600	0	0	0
	Totals:		0.00	(16,000)	(398,500)	368,900	45,600	0	0
1.41	Receipt to Appropriation								
	0001-00	Gen	0.00	0	0	1,000	0	0	1,000
	0349-00	Ded	0.00	0	5,500	0	0	0	5,500
	0450-75	Ded	0.00	0	0	1,300	0	0	1,300
	Totals:		0.00	0	5,500	2,300	0	0	7,800
1.61	Reverted Appropriation								
	0001-00	Gen	0.00	0	(400)	(19,500)	0	0	(19,900)
	0349-00	Ded	0.00	(422,200)	(563,500)	0	0	0	(985,700)
	0450-75	Ded	0.00	(13,600)	(16,300)	(1,300)	0	0	(31,200)
	0481-09	Ded	0.00	(37,500)	(12,600)	0	0	0	(50,100)
	0348-00	Fed	0.00	(421,300)	(252,000)	(100)	(48,500)	0	(721,900)
	Totals:		0.00	(894,600)	(844,800)	(20,900)	(48,500)	0	(1,808,800)

Historical Society

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FY 2019 Actual Expenditures by Division by Program

		FTP	PC	OE	CO	T/B	LS	Total
2.00 FY 2019 Actual Expenditures								
0001-00	Gen	30.80	2,217,800	1,313,700	460,400	31,600	0	4,023,500
General			2,217,800	1,313,700	460,400	31,600	0	4,023,500
0150-01	Ded	0.00	0	0	127,000	0	0	127,000
Economic Recovery Reserve			0	0	127,000	0	0	127,000
0349-00	Ded	9.40	208,500	1,613,400	7,200	45,600	0	1,874,700
Miscellaneous Revenue			208,500	1,613,400	7,200	45,600	0	1,874,700
0450-75	Ded	3.00	142,500	134,100	0	0	0	276,600
Records Management Service			142,500	134,100	0	0	0	276,600
0481-09	Ded	1.00	31,500	35,800	5,100	0	0	72,400
Capitol Commission Operating			31,500	35,800	5,100	0	0	72,400
0348-00	Fed	10.80	553,100	222,900	1,500	81,500	0	859,000
Federal Grant			553,100	222,900	1,500	81,500	0	859,000
Totals:		55.00	3,153,400	3,319,900	601,200	158,700	0	7,233,200

Difference: Actual Expenditures minus Total Appropriation

0001-00	Gen		(16,000)	(339,400)	336,500	0	0	(18,900)
General			(0.7%)	(20.5%)	271.6%	0.0%	N/A	(0.5%)
0150-01	Ded		0	0	0	0	0	0
Economic Recovery Reserve			N/A	N/A	0.0%	N/A	N/A	0.0%
0349-00	Ded		(422,200)	(610,800)	7,200	45,600	0	(980,200)
Miscellaneous Revenue			(66.9%)	(27.5%)	N/A	N/A	N/A	(34.3%)
0450-75	Ded		(13,600)	(16,300)	0	0	0	(29,900)
Records Management Service			(8.7%)	(10.8%)	N/A	N/A	N/A	(9.8%)
0481-09	Ded		(37,500)	(17,700)	5,100	0	0	(50,100)
Capitol Commission Operating			(54.3%)	(33.1%)	N/A	N/A	N/A	(40.9%)
0348-00	Fed		(421,300)	(253,600)	1,500	(48,500)	0	(721,900)
Federal Grant			(43.2%)	(53.2%)	N/A	(37.3%)	N/A	(45.7%)
Difference From Total Approp			(910,600)	(1,237,800)	350,300	(2,900)	0	(1,801,000)
Percent Diff From Total Approp			(22.4%)	(27.2%)	139.6%	(1.8%)	N/A	(19.9%)

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Comparative Summary

Decision Unit	Agency Request			Governor's Rec		
	FTP	General	Total	FTP	General	Total
FY 2020 Original Appropriation	57.00	4,084,400	7,617,200	57.00	4,084,400	7,617,200
Sick Leave Rate Reduction	0.00	0	0	0.00	(5,200)	(9,600)
1% Onetime General Fund Reduction	0.00	0	0	0.00	(40,900)	(40,900)
FY 2020 Total Appropriation	57.00	4,084,400	7,617,200	57.00	4,038,300	7,566,700
Removal of Onetime Expenditures	0.00	(154,800)	(164,800)	0.00	(148,800)	(158,800)
Restore Ongoing Rescissions	0.00	0	0	0.00	40,100	44,500
FY 2021 Base	57.00	3,929,600	7,452,400	57.00	3,929,600	7,452,400
Benefit Costs	0.00	62,100	116,500	0.00	(12,000)	(20,800)
Inflationary Adjustments	0.00	0	3,300	0.00	0	3,300
Replacement Items	0.00	0	49,100	0.00	0	49,100
Statewide Cost Allocation	0.00	(10,900)	(8,800)	0.00	(10,900)	(8,800)
Change in Employee Compensation	0.00	19,500	36,000	0.00	34,800	65,200
FY 2021 Program Maintenance	57.00	4,000,300	7,648,500	57.00	3,941,500	7,540,400
1. Fund Transfer	0.00	0	0	0.00	0	0
2. Cultural Resource Info Sys (ICRIS)	0.00	0	700,000	0.00	0	700,000
3. Exhibits, Interpretive Signs, Scholarships	0.00	0	250,000	0.00	0	250,000
OITS 1 - Operating Costs	0.00	0	0	0.00	400	700
OITS 2 - Servers and Licensing	0.00	0	0	0.00	0	1,200
2% General Fund Reduction & Exemptions	0.00	0	0	0.00	(78,600)	(78,600)
FY 2021 Total	57.00	4,000,300	8,598,500	57.00	3,863,300	8,413,700
Change from Original Appropriation	0.00	(84,100)	981,300	0.00	(221,100)	796,500
% Change from Original Appropriation		(2.1%)	12.9%		(5.4%)	10.5%

Idaho State Historical Society

Analyst: Randolph

Budget by Decision Unit	FTP	General	Dedicated	Federal	Total
FY 2020 Original Appropriation					
The Legislature funded four line items for FY 2020. These included 1.00 FTP and \$52,600 for a state museum craftsman; 1.00 FTP and \$70,100 for a state museum educator; \$48,000 for a security and fire vulnerability assessment; and \$2,000 for technology consolidation and modernization.					
	57.00	4,084,400	1,926,700	1,606,100	7,617,200
Sick Leave Rate Reduction					
Agency Request	0.00	0	0	0	0
The Governor recommends a six-month reduction of funding for employers who contribute to the PERSI-managed sick leave plan. This reduction will begin to draw down the reserve balance, which has grown significantly during the past several years.					
Governor's Recommendation	0.00	(5,200)	(2,200)	(2,200)	(9,600)
1% Onetime General Fund Reduction					
Agency Request	0.00	0	0	0	0
The Governor recommends a onetime 1% General Fund rescission.					
Governor's Recommendation	0.00	(40,900)	0	0	(40,900)
FY 2020 Total Appropriation					
Agency Request	57.00	4,084,400	1,926,700	1,606,100	7,617,200
Governor's Recommendation	57.00	4,038,300	1,924,500	1,603,900	7,566,700
Removal of Onetime Expenditures					
Removes onetime expenditures for replacement items appropriated in FY 2020.					
Agency Request	0.00	(154,800)	(9,400)	(600)	(164,800)
Governor's Recommendation	0.00	(148,800)	(9,400)	(600)	(158,800)
Restore Ongoing Rescissions					
Agency Request	0.00	0	0	0	0
The Governor recommends restoration of the 1% General Fund rescission and sick leave rate reduction.					
Governor's Recommendation	0.00	40,100	2,200	2,200	44,500
FY 2021 Base					
Agency Request	57.00	3,929,600	1,917,300	1,605,500	7,452,400
Governor's Recommendation	57.00	3,929,600	1,917,300	1,605,500	7,452,400
Benefit Costs					
Employer-paid benefit changes include an 18.9% increase (or \$2,200 per eligible FTP) for health insurance, bringing the total appropriation to \$13,850 per FTP. Also included are a one-year elimination of the unemployment insurance rate, a restoration of the Division of Human Resources rate, and adjustments to workers' compensation that vary by agency.					
Agency Request	0.00	62,100	31,600	22,800	116,500
The Governor recommends no increase for health insurance due to fewer claims than expected and changes to federal tax policies; a one-year elimination of the sick leave rate and the unemployment insurance rate; restoration of the Division of Human Resources rate; and adjustments for workers' compensation rates.					
Governor's Recommendation	0.00	(12,000)	(4,500)	(4,300)	(20,800)
Inflationary Adjustments					
The agency requests \$3,300 ongoing from dedicated funds for contract inflation for the State Records Center lease.					
Agency Request	0.00	0	3,300	0	3,300
Governor's Recommendation	0.00	0	3,300	0	3,300

Idaho State Historical Society

Analyst: Randolph

Budget by Decision Unit	FTP	General	Dedicated	Federal	Total
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Replacement Items

The agency requests \$49,100 onetime from the Miscellaneous Revenue Fund to replace: 10 wireless access points as recommended by the Office of Information Technology Services; 23 desktop/laptop/tablet computers/devices; 20 monitors; two desktop printers; one copier/printer; and one book scanner.

Agency Request	0.00	0	49,100	0	49,100
Governor's Recommendation	0.00	0	49,100	0	49,100

Statewide Cost Allocation

This request includes adjustments to recover the cost of services provided by other agencies in accordance with federal and state guidelines on cost allocation. Attorney General fees will increase by \$1,600, risk management costs will decrease by \$15,700, State Controller fees will increase by \$5,200, and State Treasurer fees will increase by \$100, for a net reduction of \$8,800.

Agency Request	0.00	(10,900)	2,100	0	(8,800)
Governor's Recommendation	0.00	(10,900)	2,100	0	(8,800)

Change in Employee Compensation

For calculation purposes, agencies were directed to include the cost of a 1% salary increase for permanent and temporary employees.

Agency Request	0.00	19,500	8,100	8,400	36,000
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The Governor recommends a 2% increase in employee compensation, distributed on merit. He does not recommend a compensation increase for group and temporary positions.

Governor's Recommendation	0.00	34,800	14,100	16,300	65,200
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FY 2021 Program Maintenance

Agency Request	57.00	4,000,300	2,011,500	1,636,700	7,648,500
Governor's Recommendation	57.00	3,941,500	1,981,400	1,617,500	7,540,400

1. Fund Transfer

The agency requests a cash transfer of \$181,500 from the Federal Grant Fund to the Miscellaneous Revenue Fund, for a net zero change, to rectify an audit finding from February 2019 which found a positive cash balance in the Federal Grant Fund. In 2011, the Joint Finance-Appropriations Committee directed the agency through S1162 to reconcile its federal cash balance. Through research of open and closed grants, the agency found it held \$181,500 in non-federal grants in the Federal Grant Fund. Since 2011, the agency asserts it has held those funds in order to cover any upfront costs associated with a reimbursement grant, instead of utilizing a borrowing limit.

Agency Request	0.00	0	181,500	(181,500)	0
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The Governor recommends this line item on a onetime basis. If approved, the agency will request a base adjustment in the FY 2022 budget.

Governor's Recommendation	0.00	0	181,500	(181,500)	0
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2. Cultural Resource Info Sys (ICRIS)

The agency requests \$600,000 in onetime operating expenditures and \$100,000 in ongoing operating expenditures from dedicated funds for a development project to purchase and install an Idaho Cultural Resource Information System (ICRIS). As of 2016, five other states have implemented a ICRIS system to assist with public access to resource records. This is the third year the agency has requested this line item, and it has received no prior funding. The agency asserts the system will go live 12 to 18 months after receiving the appropriation. ICRIS will provide real time access to State Historic Preservation Office (SHPO) records. SHPO has a federally-mandated 30 day response time for all consultation documents. The agency asserts this level of access will cut down on staff response time due to significant cross-checking required during a records request, will create a digital submission for requests, make the tracking and communication process involved both internally and with the external requestor more efficient, and significantly streamline the entire request process.

Agency Request	0.00	0	700,000	0	700,000
Governor's Recommendation	0.00	0	700,000	0	700,000

Idaho State Historical Society

Analyst: Randolph

Budget by Decision Unit	FTP	General	Dedicated	Federal	Total
3. Exhibits, Interpretive Signs, Scholarships					
The agency requests \$250,000 ongoing from the Miscellaneous Revenue Fund to manage program and project funds raised through fundraising, grants, and scholarships. The agency asserts it is building on the success of fundraising for the new state museum, which raised over \$4,000,000 from private donors. The agency states it will use the additional appropriation to support traveling exhibits, field trip scholarships for Idaho schools, student scholarships to attend National History Day competitions, interpretive signage for historic sites, and commemorative events such as Idaho Women 100.					
Agency Request	0.00	0	250,000	0	250,000
Governor's Recommendation	0.00	0	250,000	0	250,000
OITS 1 - Operating Costs					
Agency Request	0.00	0	0	0	0
The Governor recommends this agency's share of ongoing funding to pay the Office of Information Technology Services for security software and data center office space located at the Chinden Campus.					
Governor's Recommendation	0.00	400	300	0	700
OITS 2 - Servers and Licensing					
Agency Request	0.00	0	0	0	0
The Governor recommends this agency's onetime share of funding for software licensing, server infrastructure, and storage to expand system capabilities on core systems and to maintain agency-specific software.					
Governor's Recommendation	0.00	0	1,200	0	1,200
2% General Fund Reduction & Exemptions					
Agency Request	0.00	0	0	0	0
The Governor recommends a 2% ongoing General Fund reduction across all object codes. To accomplish this reduction the Governor also recommends an exemption from Section 67-3511 (1), (2), and (3), Idaho Code, allowing unlimited transfers of all appropriated moneys among personnel costs, operating expenditures, capital outlay, and trustee and benefit payments, as well as between budgeted programs. This exemption requires legislative approval.					
Governor's Recommendation	0.00	(78,600)	0	0	(78,600)
FY 2021 Total					
Agency Request	57.00	4,000,300	3,143,000	1,455,200	8,598,500
Governor's Recommendation	57.00	3,863,300	3,114,400	1,436,000	8,413,700
Agency Request					
Change from Original App	0.00	(84,100)	1,216,300	(150,900)	981,300
% Change from Original App	0.0%	(2.1%)	63.1%	(9.4%)	12.9%
Governor's Recommendation					
Change from Original App	0.00	(221,100)	1,187,700	(170,100)	796,500
% Change from Original App	0.0%	(5.4%)	61.6%	(10.6%)	10.5%

FORM B7: ONE-TIME OPERATING EXPENDITURES & ONE-TIME CAPITAL OUTLAY SUMMARY				Governor's Recommendation This section to be completed by DFM only.
Agency/Department:	Idaho State Historical Society	Request for Fiscal Year:	2021	
Program (If applicable)		Agency Number:	522	
		Function/Activity Number:	1	
Original Request Date:	Revision Request Date:			
8/30/19	10/18/19	Page: _____ of _____		

Page: _____ of _____

This section to be completed by DFM only.

<p>1. How does this request conform with the agency's individual IT plan? Has your IT plan been approved by the Office of Information Technology Services (ITS)? Does the request align with the state's IT plan and all other state standards? Attach any supporting documents about this request that you got from ITS or the Idaho Technology Authority.</p>	
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1. How does this request conform with the agency's individual IT plan? Has your IT plan been approved by the Office of Information Technology Services (ITS)? Does the request align with the state's IT plan and all other state standards? Attach any supporting documents about this request that you got from ITS or the Idaho Technology Authority.